

SCHOHARIE COUNTY CLASSIFICATION SPECIFICATION

Class Title: **WATER AND SEWAGE PLANT SUPERINTENDENT**

Jurisdictional Class: **Competitive**

Date Adopted: **9/25/67**

Date Revised:

Jurisdictions: **Village of Cobleskill**

Union Status:

Pay Grade:

DISTINGUISHING FEATURES OF THE CLASS: This is an important supervisory and technical position involving responsibility for the supervision and efficient operation and maintenance of a water treatment plant and a sewage treatment plant. Employees in this class are also responsible for the operation and maintenance of an incinerator plant. General direction is received from the appointing authority but wide leeway is allowed for planning work habits and dealing with emergency conditions. Supervision is exercised over operators, trainees and maintenance assistants. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Supervises the operation of the plants to assure the most efficient and economical use of equipment, supplies and manpower;

Conducts periodic examinations of plant equipment and directs necessary repairs and maintenance;

Makes or supervises necessary tests for control of plant operation;

Schedules and supervises the cleaning and washing of filters;

Supervises and instructs operators, trainees and other subordinate employees;

Investigates and resolves consumer complaints;

May supervise the maintenance and extension of storm and sanitary sewers and water lines;

Supervises the operation and maintenance of an incinerator plant;

Approves and participates in the preparation of requisitions and specifications for materials and supplies;

Maintains records and prepares periodic reports of the operation of the plants.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of the principles and procedures involved in the operation and maintenance of an appropriate type of water and sewage treatment plant; thorough knowledge of the standard tools, equipment and operating practices of water and sewage construction and maintenance activities; good knowledge of the principles and applications of physics, chemistry and bacteriology as they relate to the water purification and sewage treatment and disposal; ability to supervise the operation and repair of pumps, valves and related mechanical and electrical equipment; ability to make routine laboratory and field tests for control of plant operation; ability to plan and supervise the work of subordinates; mechanical aptitude; alertness and dependability.

MINIMUM QUALIFICATIONS:

Graduation from a standard senior high school or the possession of a New York State High School Equivalency Diploma and five (5) years of progressively responsible experience in the construction and maintenance of sewer and water systems, two (2) years of which must have been in a responsible supervisory capacity and one (1) or more of the appropriate qualifications listed below:

Last Reviewed: n/a
Last Updated: n/a
Reviewed By: n/a
Last Reallocated: n/a

SCHOHARIE COUNTY CLASSIFICATION SPECIFICATION

Class Title:

WATER AND SEWAGE PLANT SUPERINTENDENT

- (A)** Where the water and sewer superintendent is responsible for the operation of a water treatment plant:
Cobleskill—(Type A Plant, less than 2.5 m.g.p.d.)
Eligibility for a Grade IIA certificate issued under the provisions of the New York State Sanitary Code. Possession of certificate at time of appointment.
- (B)** Where the water and sewer superintendent is responsible for the operation of a sewer treatment plant:
Cobleskill—(Type B Plant, less than 2.5 m.g.p.d.)
Eligibility for a Grade IIIB certificate issued under the provisions of the New York State Sanitary Code. Possession of the certificate at time of appointment.

NOTE: Part-time employment can be pro-rated to count towards fulltime. Example: six (6) months PT equals three (3) months FT.